



MID-WISCONSIN FEDERATED LIBRARY SYSTEM

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Dodge * Jefferson * Washington Counties

MWFLS System Board Meeting

Tuesday, May 26, 2015

Mid-Wisconsin Federated Library System, 112 Clinton St., Horicon, WI 53032

Present: Jane Colwin, Geri Feucht, Doug Rakowski, Ruth Schmitt, Dan Stoffel filling in for Paul Ustruck

Excused: Polly Edgar, Dwayne Morris, Sue Smith

Absent: Richard Greshay, Mark Hanson, Gary Morgenstern, Jill Nadeau

MWFLS Staff: Sue Cantrell, Dustin Foust, Jackie Jacak

Library Appointee: Gerard Saylor

Guest: Amy Becker, Jennifer Einwalter, Candy Graulich, Alex Harvancik, Roberta Olson

1. **Called to Order:** Meeting was called to order by Jane Colwin, President, at 6:02 p.m. The meeting was posted in accordance with open meetings law.
2. **Approval of Agenda:** It was moved by Schmitt and seconded by Rakowski to approve the May 26, 2015 agenda. Motion carried by voice vote.
3. **Approval of Previous Minutes:** It was moved by Stoffel and seconded by Feucht to approve the April 28, 2015 minutes as presented. Motion carried by voice vote.
4. **Financial Reports:** It was moved by Stoffel and seconded by Schmitt to approve payment of the April 2015 computer checks in the amount of \$107,258.29, manual checks in the amount of \$196.92, and director requested reimbursement for \$55.20, for a total of \$107,510.41. Motion carried by roll call vote.
5. **Directors Report:** Cantrell informed the board that Foust, Library System IT Technician, has tendered his resignation. His last day will be June 5, 2015. Cantrell noted that Foust has done wonderful work for MWFLS and provided us with a high level of expertise. He will be missed.
6. **Director's Council/trio Report:** Saylor informed the board this will be his last meeting. He is resigning as the library liaison to the board. He feels the bulk of the information going forward will be about Dodge and Washington counties and should be presented by a member from one of those counties.
7. **Technology Report:** Foust will work with Busch until his final day to make sure it is a smooth transition for the system and libraries. Busch will take over the bulk order purchase.

8. **Finance Committee Report:** The Finance Committee came up with a balanced budget by proposing the following items: contracting a part time interim director, maintain IT services with one IT technician from 2, restore Overdrive Advantage program, and offer an alternative for youth services. The committee also agreed to offset the 2016 deficit of \$12,140.00 by using carryover funds from 2015. The committee will meet one more time in June to finalize the details.

The Finance Committee is also requesting that the Executive Committee meet immediately to formulate an offer for Busch, MWFLS IT Technician, to retain his services through the end of 2016.

It was moved by Schmitt and seconded by Rakowski to authorize the Executive Committee to meet immediately to negotiate an offer with Busch, MWFLS IT Technician, to retain his services through the end of 2016. Motion carried by voice vote.

9. **Liaison from MWFLS to Director's Council:** This appointment would be an MWFLS trustee who would be appointed to the Director's Council group. After the motion was made, Rakowski said he would volunteer to be the liaison.

It was moved by Stoffel and seconded by Rakowski to institute a liaison between the system board and the directors to be made at a later date. Motion carried by voice vote.

10. **Jefferson County Libraries Status Report:** On May 12, 2015 the Jefferson County Board of Supervisors voted to approve leaving MWFLS. The next step is for Waukesha County to approve accepting Jefferson, which will take place June 23, 2015.

11. **Estimated 2016 MWFLS Fees to Member Libraries:** The library fee sheet was updated to reflect the removal of Hutchinson Memorial Library, Randolph and Zinio.

12. **Preliminary Review of 2016 System Budget:** No further information was reported at this time.

13. **Air Conditioning Unit Hook-up:** Cantrell placed this item on the agenda. Since the board is considering selling the building she wanted to make sure they still wanted to spend the \$9,235.00 to have the AC unit hooked up. Colwin feels having AC would make the working conditions better for the staff and would like to move forward having it hooked up. Rakowski feels the system should save the money and not have it installed. Stoffel felt having the AC hooked up may increase the value of the property. The overall consensus of the board was to move forward having it hooked up as agreed in 2014.

14. **Reconsider Sale of Building:** Colwin requested this item to be placed on the agenda. She feels the system should investigate any possible offers to purchase the property. The board agreed before putting the building on the market Cantrell should approach Matcon to see if they are still interested in the property. If Matcon is not interested in the property, the board would like to list with a realtor.

15. **MWFLS Letter to WCFLS Director Regarding Jefferson County Transition:**

It was moved by Rakowski and seconded by Schmitt to authorize the Board Chair to sign the WCFLS letter on behalf of the MWFLS trustees. Motion carried by voice vote.

16. **Next Meeting Date:** The next meeting will be Tuesday, June 30, 2015.

17. **Adjourn:** It was moved by Rakowski and seconded by Schmitt to adjourn the meeting at 6:41 p.m.